

SPORT



Guernsey Sport Commission Code of Conduct For Staff & Volunteers

This code of conduct has been developed to support all those working in the community particularly with young people for the Guernsey Sports Commission. It aims to support their work and to protect them when working.

Staff and Volunteers are expected to:

- Ensure the safety of all children by providing effective supervision, proper pre-planning of coaching sessions, using safe methods at all times.
- Consider the wellbeing and safety of participants before the development of performance.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Treat all young people fairly and ensure they feel valued. Have no favourites.
- Demonstrate a commitment to valuing diversity and equal opportunities.
- Encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.
- Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour.
- Appreciate the efforts of all young people and not over-train the young people. Never exert undue influence over performers to obtain personal benefit or reward.
- Be positive, approachable and offer praise to promote the objectives of the Guernsey Sports Commission at all times.
- Not let any allegations of abuse of any kind or poor practice go unchallenged or unrecorded. Incidents and accidents to be recorded in the line with the Guernsey Sports Commission's procedures. Parents will be informed.
- Never use sanctions that humiliate or harm young people.
- Report accidents or incidents of alleged abuse or poor practice to the designated person.
- Administer minor first aid in the presence of others when qualified to do so.
- Have access to telephone for immediate contact to emergency services if required.
- Foster team work to ensure the safety of youth members in their care.
- Ensure the rights and responsibilities of youth members are enforced.
- Establish and address the additional needs of disabled participants or other vulnerable groups.
- Not abuse members physically, emotionally or sexually.
- Not engage in a sexual relationship with a young person for whom they are responsible
- Maintain confidentiality about sensitive information.
- Respect and listen to the opinions of young people.
- Take time to explain and demonstrate coaching techniques to ensure they are clearly understood.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Be a role model, displaying consistently high standard of behaviour and appearance (disciplined/committed/time keeping), remember children learn by example.

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- Only wear Guernsey Sports Commission uniform when carrying out work for the Guernsey Sports Commission (never in your free time). Uniform belongs to the Guernsey Sports Commission and must be returned when employment ceases.
- Refrain from smoking and consumption of alcohol during Guernsey Sports Commission sessions.
- Never condone rule violations, rough play or the use of prohibited substances.
- Not spending excessive amounts of time alone with children unless there are exceptional circumstances
- Not administering First Aid involving the removing of children's clothing unless in the presence of others.
- Hold appropriate valid qualifications and insurance cover.
- Lead by example and to be a positive ambassador for the Guernsey Sports Commission.
- Manage all forms of communication in a professional manner, these include but are not exclusive to emails, letters, texts and social media.
- Provide young people with opportunities that are challenging, new, **fun** and offer learning experiences in a safe environment.

Staff and volunteers have the right to:

- Access on-going training and information on all aspects of leading/managing activities for youths, particularly on Safeguarding.
- Support in the reporting suspected abuse or poor practice.
- Access to professional support services.
- Fair and equitable treatment by the Guernsey Sports Commission
- Be protected from abuse by children/youths, other adult members and parents.
- Not to be left vulnerable when working with children.

Any minor misdemeanours and general misbehaviour will be dealt with immediately and reported verbally to the designated person. Serious or persistent breach of the code will result in disciplinary action and could lead to dismissal from the Guernsey Sports Commission.

Dismissals can be appealed by the staff/volunteer with final decisions taken by the Guernsey Sports Commission Chief Executive Officer.